

## **DEPARTMENT OF HEALTH SERVICES COMPLIANCE AWARENESS TRAINING**

The purpose of the training is to refresh understanding of the Department of Health Services (DHS) Compliance Program and provide guidance to ensure workforce compliance with applicable laws and standards of conduct.

The Code of Conduct booklet has been updated and is significant part of the required training. Training can be completed on-line or by paper. On-line training should take approximately 50 minutes to complete.

### Who needs to complete the Compliance Training?

All current LAC+USC Healthcare Network workforce members must complete the training. Workforce members include employees, physicians, contract personnel, volunteers and students anybody who comes in contact with patients, hospital records, and interacts with the workforce. Excluded from the training requirement are individuals who work less than 160 hours per year and contracted landscape, construction, and temporary maintenance staff.

### How do I Complete the Training?

Compliance Awareness Training is web-based training available through the Internet or a link on the DHS Home Page of the DHS Intranet.

#### Using the Internet:

Go to:

[http://ladhs.lacounty.gov/wps/PA\\_1\\_QDN2DSD3005DD02DJ6VQC830S0/DhsSite/Employment/ComplianceTraining/LAC\\_CAT\\_WebFinal\\_091709/indexCAT\\_noScorm.html](http://ladhs.lacounty.gov/wps/PA_1_QDN2DSD3005DD02DJ6VQC830S0/DhsSite/Employment/ComplianceTraining/LAC_CAT_WebFinal_091709/indexCAT_noScorm.html)

If you have any problems with the web-based training, please contact the Attending Staff Office at: 323-409-6225

### What do I do After I Complete the Training?

After you have completed the training, you will be prompted to print your Certificate of Completion. Submit the original with your application package to the Attending Staff Office and keep a copy for the area file. You might also want to keep a copy of your certificate for your own records.

THANK YOU.